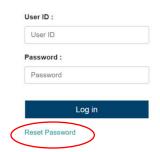
## **Password Reset Option**

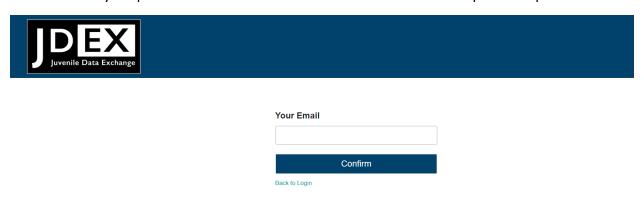
You may now reset your lost or forgotten JDEX password directly from the log in screen. First, select the "Reset Password" link.

Welcome to Juvenile Data Exchange(JDEX)





Clicking the link will take you to a new screen. In the box under "Your Email", enter the email address associated with your JDEX account and press "Confirm". You will then receive a link by email to reset your password. Follow the directions in the email to complete the process.



## **New Search and Sort Options**

The filtering and sort options in the latest version of JDEX have been updated. Report results can be auto filtered in order to find results quickly. In order to filter the juvenile's information, first move the mouse over the category name in the column header. Once you begin typing the filtering criteria into the search box, the results will appear in real time. Search results can also be sorted by ascending or descending order by clicking on the up and down arrows. To reset the report results, select "Reset Filter".



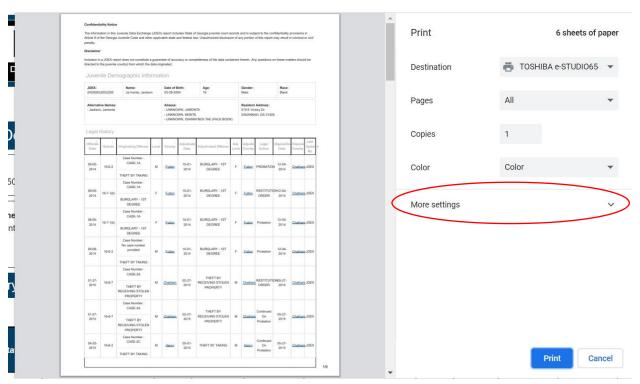
## Legal History Reset Filter Search Statute Adjudicate Legal Action Dispositio Updated Offense Adjudicated Adj. Disposition Originating Offense Adjudicated Offense County Level Date Level County Ву Case Number: No case number provided Commitment 02-01-2017 16-10-24(a) Μ Chatham 02-01-2017 MISC. COURT ACTION Chatham 04-20-2017 Chatham **JDEX** To DJJ WILLFUL OBSTRUCTION OF LAW ENFORCEMENT **OFFICERS** Case Number: CASE-A2 FLEFING OR 02-01-2017 COMMITTED 02-01-2017 | 16-10-24(a) **Chatham** ATTEMPTING TO ELUDE <u>Chatham</u> 04-20-2017 Chatham **JDEX** WILLFUL OBSTRUCTION A POLICE OFFICER OF LAW ENFORCEMENT **OFFICERS** Case Number:

## **Printing Options**

The process for printing JDEX reports has changed. Select the "Print" link on the top right-hand side of the screen. This will automatically open the print options/settings window. For best printing results, please use Chrome or Firefox.



A print preview of the JDEX report should appear. You can select to print the report in black/white or color by selecting the "More Settings" dropdown menu.



Next to "Options", check the "Background graphic" box to print the report in color. Uncheck the same box to print the report in black/white.

